

## **Privacy Policy**

In this Privacy Policy, 'us,' 'we,' or 'our' refers to ASAP Solutions FZ-LLC / SureLeverage and our affiliated companies. We are committed to protecting your privacy. This document explains how we collect, use, store, and share your personal information.

By providing us with your personal information, you agree to the collection, use, and sharing of your data as outlined in this Privacy Policy and any other agreements between us. We may update this policy occasionally by posting changes on our website. We encourage you to review our Privacy Policy regularly to stay informed about how we protect your information.

### **What personal information do we collect?**

Personal information refers to details that can identify you, such as your name, age, gender, address, and contact details. It may also include financial information, like your bank account or credit card numbers.

We may collect the following types of personal information:

- Name
- Mailing or street address
- Email address
- Phone number and other contact information
- Date of birth or age
- Credit card details
- Device ID, device type, location data, IP address, and web log information
- Information about the products and services we've provided to you or that you've inquired about
- Additional details you provide directly or indirectly through our website, app, or other online platforms
- Information from surveys you participate in
- Any other personal information needed to assist in our interactions with you

### **How do we collect personal information?**

We gather personal information either directly from you or through third parties. This might occur when you:

- Register or use our website, app, or other platforms
- Communicate with us via email, chat, or other methods
- Engage with our services, content, or advertisements
- Invest in our business or inquire about potential opportunities

If you apply for or are offered a position with us, we may collect additional details, such as your work history and relevant checks, from consultants, previous employers, and other sources to assist in our hiring decisions.

### **Why do we collect, use, and share personal information?**

We may collect, store, use, and share your personal information for the following purposes:

- To enable you to access and use our website, app, platforms, services, and products
- To operate, protect, improve, and optimize our services, user experience, and business operations
- To send you service, support, and administrative communications
- To send you marketing materials and other information that may interest you
- To manage rewards, surveys, contests, or other promotional activities
- To comply with legal requirements, resolve disputes, and enforce agreements
- To consider your application for employment

We may also share your personal information with trusted third parties who may combine it with other data to develop anonymized consumer insights, helping us better understand your preferences and enhance the services we provide.

### **Do we use your personal information for direct marketing?**

We and/or our selected business partners may send you direct marketing messages about our services and products. This could include emails, SMS, or other forms of communication. You can opt out of receiving marketing communications from us at any time by contacting us or using the unsubscribe options provided.

### **Who do we share your personal information with?**

We may share your personal information with:

- Our employees and affiliated companies
- Third-party suppliers and service providers
- Professional advisers, dealers, and agents
- Payment processing operators
- Existing or potential business partners
- Sponsors or promoters of any competition we run
- Anyone to whom we transfer our assets or business
- Specific third parties you have authorized
- Government agencies, regulators, and law enforcement as required by law

### **Disclosure of personal information**

We may share your personal information with third parties who help us deliver our services, such as IT providers, data storage services, and contractors. By providing your personal information, you consent to this sharing and acknowledge that we may not ensure overseas recipients handle your information in accordance with local privacy laws. However, we will take reasonable steps to ensure that any overseas recipients handle your data in a manner consistent with applicable privacy laws.

### **Using our website and cookies**

We may collect personal information when you use our website, including details about your usage patterns. While this information doesn't personally identify you, we may use cookies or similar tracking technologies to remember your preferences and enhance your browsing experience. Cookies are small files stored on your device that allow us to recognize you across different websites and sessions. You can disable cookies through your browser, but this may affect the functionality of our website.

### **Security**

We take reasonable steps to protect your personal information from misuse, loss, unauthorized access, modification, or disclosure. However, we cannot guarantee the absolute security of your data.

### **Links**

Our website may contain links to third-party websites. These links are provided for your convenience, and we are not responsible for the privacy practices or content of those websites. We encourage you to review their privacy policies before using those sites.

### **Accessing or correcting your personal information**

You can request access to the personal information we hold about you or request corrections by contacting us. In some cases, we may not be able to provide access to all your personal information, and we will explain why if this is the case.

### **Making a complaint**

If you believe we have breached your privacy rights or wish to make a complaint about how we have handled your personal information, please contact us with your details and a clear description of your complaint. We will acknowledge your complaint and respond within a reasonable timeframe. If you're not satisfied with our response, we will provide information on the next steps you can take.

### **Cross-border data transfers**

Your personal information may be transferred to and stored in countries outside of your own. These countries may have different data protection laws than your jurisdiction. By providing your personal information to us, you consent to such transfers and understand that we will take reasonable steps to ensure that your data is treated securely and in accordance with this Privacy Policy, regardless of where it is processed.

### **Changes to this Privacy Policy**

We may update this Privacy Policy from time to time to reflect changes in our practices, legal requirements, or for other operational reasons. We will notify you of any significant changes by posting the new policy on our website. Your continued use of our services after such changes have been made will constitute your acceptance of the revised policy.

### **Retention of personal information**

We will retain your personal information for as long as it is necessary to provide you with our services, comply with legal obligations, resolve disputes, and enforce our agreements. Once your information is no longer needed for these purposes, we will take reasonable steps to securely destroy or de-identify it.

### **Your rights and choices**

Depending on your jurisdiction, you may have certain rights regarding your personal information, such as the right to access, correct, or delete your data, or to object to or restrict certain processing activities. If you wish to exercise any of these rights, please contact us using the information provided below. We will respond to your request in accordance with applicable laws.

### **Children's privacy**

Our services are not directed to individuals under the age of 18. We do not knowingly collect personal information from children without appropriate parental or guardian consent. If you become aware that a child has provided us with personal information without such consent, please contact us, and we will take steps to delete such information.

### **Data breach notification**

In the event of a data breach that is likely to result in serious harm to you or other individuals, we will promptly notify you and any applicable data protection authorities, in accordance with legal requirements. We will also take all necessary steps to contain the breach and prevent any further unauthorized access to your information.

### **International users**

If you are accessing our services from outside of the country in which we operate, please be aware that your personal information may be transferred to, stored, and processed in a different country. By using our services, you consent to the transfer of your information to our facilities and third parties with whom we share it, as described in this Privacy Policy.

### **Governing law**

This Privacy Policy and your use of our services are governed by the laws of the UAE, and any disputes arising from this policy will be subject to the jurisdiction of the courts of the UAE.

### **Opt-out options**

If you no longer wish to receive marketing communications from us, you can opt out at any time by clicking the unsubscribe link in our emails or by contacting us directly. Please note that even if you

opt out of receiving marketing communications, we may still send you important service-related messages.

### **Conclusion**

Your privacy is important to us, and we are committed to protecting your personal information in accordance with this Privacy Policy. We encourage you to review this policy periodically and reach out to us with any questions or concerns.

### **Contact Us**

If you have any questions, concerns, or requests regarding this Privacy Policy or our privacy practices, please contact us at:

- Email: [support@sureleveragefunding.com](mailto:support@sureleveragefunding.com)
- Address: Compass Building, CO-WORKING FOAM0528 Al Shohada Road 10055, AL Hamra Industrial Zone-FZ, Ras Al Khaimah, United Arab Emirates

Alternatively, you can reach out to us through the contact form on our website. We are committed to addressing any inquiries or concerns you may have about your privacy and the handling of your personal information.

**Effective Date:** 20th of December 2023